State Interoperability Executive Committee

Meeting Minutes
October 13, 2003.

Item: Election of Vice-Chair
Motion to elect Jim Broman, Fire Chief, City of Lacey
Action: Motion carried unanimously.

Item: Discussion on the Open Meetings Act

Item: Discussion on the SHB 1271

Item: It was proposed that the SIEC create a definition of public safety services, the SIEC proposed the following: "For the purposes of the SIEC, public safety services are services which protect and preserve life, health, property or natural resources, and that are provided by state, federal, local or other government entities or by non-governmental organizations that are authorized by a government entity to provide such services."
Action: Motion carried unanimously.

Item: Proposed vision statement: "Public safety officials throughout Washington are able to communicate using interoperable technology in real time and on demand.
Action: Motion carried unanimously.

Item: Discussion and motion on proposed mission statement: "In the interests of public safety the State Interoperability Executive Committee (SIEC) pursues and promotes statewide interoperability policies and standards, which will ensure reliable interoperable emergency communications".

Definitions for key concepts included in mission statement:

Interoperability
An essential communication link within public safety and public service communications systems which permits units from two or more different entities to interact with one another and to exchange information according to a prescribed method in order to achieve predictable results.

Wireless
Using the licensed or unlicensed radio-frequency spectrum for transmitting and receiving voice, data, and video signals via.802.11xx, cellular networks, land mobile radios, personal digital assistants, notebook computers and other evolving technologies and methods."

Action: Motion carried unanimously to accept the mission statement and proposed definitions.

Item: A briefing paper regarding the status of the required state inventory was presented to the Committee. The pre-planning work group developed an inventory instrument that would create a static inventory of state-operated public safety assets pursuant with the SIEC enabling legislation. The inventories were sent to the appropriate agencies during the last week of September.

Discussion: There was a concern that the inventory should be dynamic enough to allow for updating data after phase II (local government) of the inventory is complete.

Action: The working group was tasked with incorporating federal agencies into the inventory process.

Action: Clark Palmer will follow up with General Lowenberg to have the SIEC inventory placed on the agenda of the January military representatives meeting.

Item: Discussion on problems facing the SIEC

Item: Discussion/Creation of working group
It was recommended that a working group be formed that will assist the SIEC with its business. A motion was made to create a SIEC Advisory Work Group and to allow that work group to create other working groups on an "as needed" basis.

Action: Motion carried unanimously.

Item: Motion made to appoint Jim Broman as liaison to the SIEC Advisory Work Group and that the Chair of the SIEC would appoint co-chairs.

Action: Motion carried unanimously.

Item: Meeting Schedule

Action: SIEC meetings will be held quarterly with the exception of one last meeting in December of 2003.

Members present:

Jim Broman , Washington Association of Fire Chiefs	Tom Griffith, Washington State Emergency Managers Association
Alan Komenski, Association of Washington Cities	Ronal Serpas, Washington State Patrol
John Conrad, Department of Transportation	Ken Irwin, Sheriff, Washington State Association of Sheriffs and Police Chiefs
Timothy Lowenberg, Washington State Military Department	Rob Sofie, Police Chief, Washington State Association of Sheriffs and Police Chiefs
Mary Corso, Washington State Fire Marshall	Mark Kahley, Department of Natural Resources
	Glen Woodbury, Washington State Emergency Management
Start McKee, Department of Information Services	